



## DDSN Executive Memo

**TO: EXECUTIVE DIRECTORS, DSN BOARDS OF CASE MANAGEMENT  
CEOS, CONTRACTED SERVICES PROVIDERS OF CASE MANAGEMENT  
CASE MANAGEMENT SUPERVISORS**

**FROM: SUSAN KREH BECK, ED.S., LPES, NCSP, ASSOCIATE STATE DIRECTOR-POLICY** *SKB*

**DATE: OCTOBER 20, 2020**

**RE: Inactive Cases - Information needed**

As reported in the October Commission meeting, DDSN is planning an effort to contact and gather information about individuals who are in an inactive status. We recently completed some preliminary work to update contact information. During that process, we learned that some providers are maintaining regular contact with inactive cases even though this is not a requirement.

In order to prepare for the upcoming effort, we are requesting information about your organization's activity with inactive cases over the past year. If your provider organization is making regular contact with inactive cases, please click the link below to complete the short survey as soon as possible, but no later than Friday, October 30, 2020. If additional information is needed from your organization, we will be in touch.

[https://docs.google.com/forms/d/e/1FAIpQLSfB1Br3zox6aHdwBYikyvYwZvSGNn\\_fBdWT6h5R\\_3NR8hSI0w/viewform?vc=0&c=0&w=1&flr=0](https://docs.google.com/forms/d/e/1FAIpQLSfB1Br3zox6aHdwBYikyvYwZvSGNn_fBdWT6h5R_3NR8hSI0w/viewform?vc=0&c=0&w=1&flr=0)

If you have any questions, please contact Lori Manos at (803) 898-9715 or by email at [lmanos@ddsn.sc.gov](mailto:lmanos@ddsn.sc.gov). Thank you.